

**SELECTBOARD AND BOARD OF HEALTH MEETING
UPSTAIRS MEETING ROOM
1 AVENUE A, TURNERS FALLS, MA
MONDAY, May 4, 2020**

Remote Zoom Meeting was opened at 7:00 PM in the Upstairs Meeting Room. Present were Selectpersons Rich Kuklewicz, Chris Boutwell, and Michael Nelson (joined at 7:09 PM), Town Administrator Steven Ellis, Executive Assistant Wendy Bogusz, Board of Health Chair Al Cummings, Administrative Assistant Anne Stuart, Director of Public Health Daniel Wasiuk, Fire Chief Zellman, Town Clerk Deb Bourbeau, Town Planner Walter Ramsey, Airport Manager Bryan Camden, and Police Chief Chris Williams.

Moment of Silence

- Kuklewicz asked to have a moment of silence in the memory of Ray Quinones, our DPW attendant at the landfill, who passed away yesterday
- *Kuklewicz makes the motion to ask the Clerk to dedicate a blank page in the minutes to the memory of Ray Quinones. Seconded by Boutwell, approved. Kuklewicz - Aye, Boutwell - Aye*

Chairs open the meeting, including announcing that the meeting is being recorded and roll call taken.

Approve Selectboard Minutes and Board of Health Minutes of April 27, 2020 if available

- *Boutwell makes the motion to approve the Selectboard Minutes of April 27, 2020. Seconded by Kuklewicz, approved. Boutwell - Aye, Kuklewicz - Aye*
- *Boutwell makes the motion to approve the Board of Health Minutes of April 27, 2020. Seconded by Cummings, approved. Boutwell - Aye, Cummings - Aye*

Public Comment Period: Individuals will be limited to two (2) minutes each and the Selectboard will strictly adhere to time allotted for public comment

None

COVID-19 Updates and Action Items

- **Revisit vote on release of Community COVID Date Reporting**
 - Wasiuk states he approves of making the reporting data available to the community.
 - Kuklewicz comments on the concern regarding the accuracy of the numbers.
 - Wasiuk agrees that the numbers may vary, but he feels that the differences are insignificant.
 - Ellis feels that there would be value in reporting our numbers in that it would help to create a complete picture of what's happening in the regional community
 - Nelson feels that although the data is incomplete, we should report the data we do have in order to contribute to regional understanding
 - Kuklewicz suggests coordinating data reporting with the Franklin County Regional Council of Governments.
 - Nelson states he believes the FRCOG's deadline is at noontime on Wednesdays.
 - *Boutwell makes the motion that the Board of Health share the COVID Date Reporting data. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye*
 - *Boutwell makes the motion that the Selectboard share the COVID Date Reporting data. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- **Information about Seek Scan Temperature Measurement System Kit**
 - Chief Zellman describes a system that scans everyone that walks into a public event, especially Town Meeting, to check that they are not running a temperature.
 - Nelson feels that the system they are discussing seems elaborate and wonders if there is a simple, smaller, less expensive handheld device.
 - Zellman responds that he can look at other options.
 - Ellis states that the system being discussed can measure temperature from a six-foot distance.
 - Kuklewicz adds that the distance can be even further, even with a plexiglass barrier.
 - Nelson wonders for what purposes, other than Town Meeting, this device be used for.
 - Kuklewicz feels that for elections, if we find that someone has a fever, we may try to make some accommodation where they do not go into the actual polling place. He feels that this set-up would be a good warning system.

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- Elan expresses her strong belief that with regard to elections, individuals need to have an option to vote at elections regardless of their health state.
- Boutwell comments on the eventual need to clarify who will handle the system, where is it going to be stored, what happens if there are multiple simultaneous requests for its use, etc.
- Kuklewicz suggests the Board of Health manage those issues in collaboration with the Emergency Management Team.
- Wasiuk suggests the Emergency Management Team make those decisions.
- *Boutwell makes the motion to instruct the Town Administrator to have someone purchase the Seek Scan Temperature Measurement System, with the price not to exceed \$3,000 for the entire system. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*
- **Discussion and response to any new State Guidance or Development**
 - The Governor has given a mask order. In Montague this order will be effective May 6.
 - Chief Williams reports that there are three ways that the Police Department can help enforce this order: (1) education, (2) handing masks out, and (3) fining individuals without masks. If all else fails, an arrest may be made for "Trespassing" or "Disorderly Conduct."
 - Ellis encourages everyone to read the order carefully so that we understand what the rules really are.
 - Singleton feels that residents should be instructed to leave the enforcing of the order to the Police Department and the Board of Health.

Adjournment of Board of Health

Boutwell makes the motion to adjourn the Board of Health Meeting. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Cummings - Aye

Personnel Board

Appoint Brian Poirier, Airport Grounds Maintenance, 12 hours/wk, \$13.00/hr, temporary 4 - 6 months, effective 4/20/20

Boutwell makes the motion to appoint Brian Poirier, Airport Grounds Maintenance, 12 hours/wk, \$13.00/hr, temporary 4 - 6 months, effective 4/20/20. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Bryan Camden, Airport Manager

2020 CARES ACT, FAA Allocation of \$30,000

Camden reports that the airport received a subsidy/stimulus money of \$30,000 from the FAA and presents a spreadsheet explaining how the Airport Commission has decided to allocate the funds.

Deb Bourbeau, Town Clerk

Reducing Polling Hours for Town Election on June 22, 2020

Kuklewicz makes the motion to reduce the polling hours for the upcoming election on Monday, June 22 from 12 noon until 7 PM. Seconded by Boutwell, approved. Kuklewicz - Aye, Boutwell - Aye, Mike - Abstain

Brian McHugh, FCRHRA

Execute contract for the Spinner Park Restoration Project between the Town and Sciaba Construction Corporation in the amount of \$282,200 of which 100% of the cost is funded by the Town's FY19 Community Development Block Grant

Boutwell makes the motion to execute the contract for the Spinner Park Restoration Project between the Town and Sciaba Construction Corporation in the amount of \$282,200 of which 100% of the cost is funded by the Town's FY19 Community Development Block Grant, and to authorize the Chair to sign the documents. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

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Walter Ramsey, Town Planner

- **Updates regarding small business forgivable loan program and review of options for reprogramming a portion of FY19 CDBG funds for COVID emergency relief purposes**
 - Ramsey states that the recommendation is to give each of the social service agencies \$2,000
 - The remaining funds (\$56,500) will go to the Small Business Relief Fund, which is administered by the Franklin County CDC.
 - Ramsey gives a quick synopsis of small business requirements in order for them to receive funds.
 - *Nelson makes the motion to schedule at the earliest appropriate time a public hearing to look at reprogramming FY19 CDBG funds for COVID emergency relief purposes as discussed.*
Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye
- **Approve 30 day extension for FY19 Brownfield Redevelopment fund agreement with MassDevelopment**
Boutwell makes the motion to approve the 30 day extension for FY19 Brownfield Redevelopment fund agreement with MassDevelopment. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Town Meeting

- **Location of Town Meeting**
 - Ellis reviews the results of the Town Meeting Survey.
 - Elan suggests that lobbying for attendance would be a good idea.
 - *Nelson makes the motion to set the location of the Town Meeting to be in the Turners Falls High School gymnasium pending any legal ramifications from any Governor's order that may exist at that time that would prevent us from congregating in a group that large. Seconded by Boutwell, unanimously approved. Nelson - Aye, Boutwell - Aye, Kuklewicz - Aye*
- **Review and Discussion of Current Town Meeting Warrant**
 - Ellis feels that there are some Articles that would be easy to disentangle ourselves from, but some that would be more difficult. He recommends reviewing the CIC's guidelines.
 - Kuklewicz suggests that next week, following Wednesday's meeting with the Finance Committee, the Selectboard can review the Articles and can decide which ones are "must do," "good to do," and "hold off on."

Request for Transfer from the Reserve Fund

- **Transfer \$94 to Vet's District Assessment, #001-5-840-5670-000, present balance (\$93.69) (Actual Assessment paid was slightly greater than the amount budgeted.**
Boutwell makes the motion to transfer \$94 to Vet's District Assessment, #001-5-840-5670-000, present balance (\$93.69) (Actual Assessment paid was slightly greater than the amount budgeted. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Transfer \$4,000 to Town Mtng Other Prof, #001-5-113-5315-000, present balance \$115.00 (For rental of tent, chairs, stage, and other items necessary to hold ATM in a tent)**
Boutwell makes the motion to transfer \$4,000 to Town Mtng Other Prof, #001-5-113-5315-000, present balance \$115.00 (For rental of tent, chairs, stage, and other items necessary to hold ATM in a tent). Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye

Town Administrator's Report

- **Montague Historic Commission requests Letter of Support to DOT for removal of plaque on the Turners Falls/Gill Bridge**
Boutwell makes the motion to authorize the Town Administrator to write a Letter of Support to DOT for the removal of the incorrect plaque and the replacement of a correct plaque on the Turners Falls/Gill Bridge. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye
- **Tax Collection Update**
 - Ellis reviews the updated collection rates for FY 2020.

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- Hanon asks the Board to think about what is likely to happen in FY21 under the conditions we expect to have happen as we may have more than just a cash flow problem.
- **General Pierce Bridge Update**
Ellis reports that the advertisement for the General Pierce Bridge was implemented on March 14th. Bids are expected to be received beginning June 2nd.
- **Topics not anticipated in 48 hour posting/Letter of Support for RPAC Solutions Proposal**
 - Ellis, Chelsea Little, Kevin Boissonnault, and Tom Bergeron have been working with RPAC, which provides no-cost consulting to communities, specifically around wastewater and water issues. They have found an opportunity for us to have through 100% grant funding a GIS mapping done of our wastewater collection system. The application is due on Friday, May 8. There may be an ongoing membership fee of \$400/year to maintain the data.
 - *Boutwell makes the motion to authorize the Wastewater Treatment Superintendent to sign the Letter and Memorandum to support the RPAC Solutions Proposal for the GIS mapping. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

Upcoming Meetings:

- Joint Selectboard with Finance and Capital Improvements Committee will be held on **Wednesday, May 6, 2020, 6:00 PM** via Zoom
- Joint Selectboard and Board of Health Meeting, **Monday, May 11, 2020, 7:00 PM** via Zoom

Executive Session in accordance with G.L. C. 30A, §21(a)(6), to consider the possible purchase, exchange, taking, lease or value of real property - First Light Power, votes may be taken

- The Chair deems that holding these discussions would compromise the Town's position.
- *Boutwell makes the motion to go into Executive Session in accordance with G.L. C. 30A, §21(a)(6), to consider the possible purchase, exchange, taking, lease or value of real property - First Light Power, votes may be taken. Seconded by Nelson, unanimously approved. Boutwell - Aye, Nelson - Aye, Kuklewicz - Aye*

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Ray Quinones**

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Documents and Exhibits:

- Approve Selectboard Minutes of April 27, 2020 if available
- Appoint Form: Brian Poirier, Airport Grounds Maintenance, 12 hours/wk, \$13.00/hr Temporary 4 – 6 months, effective 4/20/20
- Bryan Camden, Airport Manager, 2020 CARES ACT, FAA Allocation of \$30,000
- Deb Bourbeau, Town Clerk, Reducing Polling Hours for Town Election on June 22, 2020
- Brian McHugh, FCRHRA, Execute contract for the Spinner Park Restoration Project between the Town and Sciaba Construction Corporation in the amount of \$282,200 of which 100% of the cost is funded by the Town's FY19 Community Development Block Grant
- Updates regarding small business forgivable loan program and review of options for reprogramming a portion of FY19 CDBG funds for COVID emergency relief purposes
- Approve 30 day extension for FY19 Brownfield Redevelopment fund agreement with MassDevelopment
- Transfer \$94 to Vet's District Assessment, #001-5-840-5670-000, present balance (\$93.69) (Actual Assessment paid was slightly greater than the amount budgeted)
- Transfer \$4,000 to Town Mtg Other Prof, #001-5-113-5315-000, present balance \$115.00 (For rental of tent, chairs, stage, and other items necessary to hold ATM in a tent)
- Montague Historic Commission requests letter of Support to DOT for removal of plaque on the Turners Falls/Gill Bridge